

**Board of Directors Regular Meeting - Minutes**  
**Stratmoor Hills Water District**  
**November 15, 2023**

**RECORD OF PROCEEDINGS**

The Regular Meeting of the Board of Directors, held Wednesday, November 15, 2023, was called to order by President Robert Colgrove at 3:55 PM.

Present: President Robert Colgrove, Vice-President James Pesicka, Secretary/Treasurer John Willcox and Directors Cindy Dent and Richard Dull

Absent: None

Staff: District Manager, Kirk Medina

Public: None

**Approval of Minutes**

Motion was made by Director Pesicka to approve the minutes from the Regular Meeting of October 18, 2023, as presented. Second provided by Director Willcox. All Ayes - motion passed unanimously.

**Approval of Agenda**

Motion was made by Director Pesicka to approve the agenda as presented. Second provided by Director Willcox. All Ayes - motion passed unanimously.

**Public Comment**

None.

**Unfinished Business**

None.

**New and Miscellaneous Business**

**W-1. 2023 Budget Hearing**

The 2023 Budget Hearing was held and no one from the public was present to ask questions. The District Manager explained that one change was made to the budget to include funding for 175 acre-feet of additional water resources from Colorado Springs Utilities. He reported he doesn't anticipate any additional changes to the budget, and the budget provided at this hearing should be similar to the final budget to be considered for adoption at the December 6, 2023, board meeting.

## **W-2. Staff Holiday Bonus Day**

The District Manager stated he would like to recognize staff for their hard work and dedication by providing an additional paid Holiday immediately following Thanksgiving, Friday November 24, 2023. He added that the office would remain open with minimal staffing and employees would remain available to respond to emergencies. Director Pesicka moved to approve the additional paid Holiday for the Stratmoor Hills Water District staff for the day immediately following Thanksgiving, Friday November 24, 2023, as described. Second provided by Director Dent. All Ayes – motion passed unanimously.

## **W-3. Holiday Bonuses**

The District Manager pointed out that it has been a very productive year and all employees have worked hard to be efficient and cut operating costs. Many capital projects were completed and by working with contractors, staff were able to stay within our annual budget. Director Pesicka moved to approve a \$600 Holiday Bonus for each of the employees to be paid out in December from the water budget. Second provided by Director Dill. All Ayes – motion passed unanimously.

## **W-4 Water Treatment Plant Dedication**

The District Manager provided information related to the dedication of the Stratmoor Hills Water Treatment Plant, honoring fallen operator, Lawrence Arden. He went over a quote and displayed pictures of a sign that he would like to purchase. The Board discussed the layout of the sign, and it was suggested an additional sign, with the company logo, also be added. Director Pesicka moved to authorize the purchase of a sign as presented, in honor of Lawrence Arden, to be used for the dedication of the water treatment plant. Second provided by Director Willcox. All Ayes – motion passed unanimously.

## **Manager's Report**

A Manager's Report describing significant activities was included in the board packet. The District Manager provided the Board with a table of rates and fees that included a side-by-side comparison of the existing vs. the proposed rates and fees. He explained that the largest impact would be on Water Tap Fees that have not been raised since 2019. He also described the need for additional water resources while negotiating an agreement with CSU for Standby Regional Water Service. The manager reported that billing and office computer upgrades are being completed and this project has been more challenging than expected. He added that he is confident that Trutech IT solutions will complete this project correctly. He also reported that a radio repeater has been installed in the meter reading system to replace the radio antenna that failed on the water tower.

## **Safety Committee Report**

Director Willcox reported that the Safety Committee met on Tuesday, November 14, 2023. He reported there have been zero accidents in 84 days, and the last close call was on 9/18/2023. He provided an update on follow up items, and described other safety agenda items that were discussed including Property and Liability Pool safety grant funding, and training opportunities. He reported

that the Field Supervisor, Nancy Lee Watkins was added to the Safety Committee at the Manager's request. The next Safety Committee Meeting is scheduled for Tuesday, December 5, 2023.

### **Financial Reports**

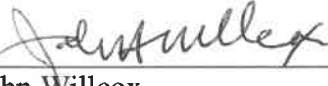
The District Manager provided copies of the October Financial Report. He reported that total revenues were below budget levels for this time of year, primarily because the ARPA Grant funds have not been used yet. For the same reason, expenditures are also below 2023 budgeted amounts. Overall, funds are good for this time of year and staff will have no problem staying within the approved budget. With no other questions, Director Pesicka motioned to approve the October financials as presented. Second provided by Director Dent. All Ayes - motion passed unanimously.

### **Other Business**

None

### **Adjournment**

With no further business to come before the Board of Directors, Director Pesicka made a motion to adjourn the meeting at 4:26 PM. Second provided by Director Willcox. All Ayes - motion passed unanimously.

  
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John Willcox  
Secretary/Treasurer

  
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Robert Colgrove  
President/ Chairman

